BRUHAT BANGALORE MAHANAGARA PALIKE

Tender Number:
BBMP/2023-24/IND0040

Office of the Commissioner,
Bruhat Bangalore Mahanagara Palike,
N.R. Square, Bangalore,
Date: 26/02/2024

INVITATION FOR SHORT TERM TENDER
(Only through **Karnataka Public Procurement Portal**

1. The Special Commissioner (Admin), Bruhat Bangalore Mahanagara Palike, Bangalore, for supply of Forms and Registers of Bruhat Bangalore Mahanagara Palike.

2. Tender documents may be downloaded from the e-procurement portal of the Government of Karnataka from
Dt:28/02/2024

3. Tenders must be accompanied by earnest money deposit specified for the work in the Table below. Earnest Money Deposit will have to be in any one of the forms as specified in the Tender document and shall have to be valid for **30** days **beyond** the validity of the tender.

4. Tenders must be submitted online through e-procurement portal on or before 5:00 PM hours on 11/03/2024 and the opening of tenders will be as per the e-procurement portal guidelines.

5. Other details can be seen in the tender documents.

TENDER FORM

Subject: Tender for supply of forms and Books of Bruhat Bangalore Mahanagara Palike.

Sl No	Particulars	Rate Per each	Rates in Fig	Rates in Words
1	Supply of MTR (Mutation) Registers by using Green ledger paper 200 polio numbers with numbering half calico and marble binding by size 22 X 32 cms as per samples,	1 Reg		
2	Supply of KTR Registers by using Green ledger paper 200 polio numbers with numbering half calico and marble binding by size 22 X 32 cms as per samples	1 Reg		
3	Supply of Revenue Show cause Notice Books by using 70 GSM White paper with serial numbering 1+1 in duplicate, bottom thick card board binding and top wrapper binding full scape as per sample	1 Book Each Book 100 Sheets		
4	Supply of RD42 Endorsement Pads by using Green ledger paper with wrapper binding by size 22 X 28 cms as per samples	1 Pad Each pad 100 sheets		
5	Supply of RD143 Registration of Khatha Pads by using Green ledger paper with wrapper binding by	1 Pad Each		

	Full scape size Both side printing as per samples	pad 100 sheets		
6	Supply of Katha extract forms by using green ledger paper full scape size with wrapper binding as per sample each pad containing 100 Sheets	1 Pad Each pad 100 sheets		
7	Supply of Leather bound registers by using Green ledger paper 200 Folio No’s with Numbering full scape size as per sample	1 No’s		

8	Supply of Katha Certificate Pads by Using Green ledger paper 22 X 29 Cms size with wraffer binding as per sample each pad containing 100 Sheets	1 Pad Each pad 100 sheets		
9	Supply of Revenue Thanika Patti by using white maplitho Paper Single side printing with wrapper binding full scape size as per sample	1 Book Each Book 100 Sheets		
10	Supply of Revenue RI Check List, by using white maplitho Paper Both side printing with wrapper binding full scape size as per sample	1 Book Each Book 100 Sheets		
11	Supply of RD137 Endorsement Pads by using white maplitho Paper Both side printing with wrapper binding full scape size as per sample	1 Book Each Book 100 Sheets		
12	Supply of Stock Registers by using Green ledger paper 200 Folio numbers with numbering half calico and marble binding by size 22 X 33 cms as per samples	1 Reg		
13	Supply of Tapal Books by using 80 GSM white paper of calico and marble binding as per sample	1 Book		
14	Supply of Brown file wrappers by using good quality full scape size as per sample	1 No.		
15	Supply of Note Sheet pads by using green ledger paper full scape size both side printing with wrapper binding as per sample each pad containing 100 Sheets	1 Pad Each pad 100 sheets		
16	Supply of Big envelop covers by 80 GSM white paper of size 9 X 4 with print BBMP as per sample	1 No.		
17	Supply of Staff Attendance Registers using Green ledger paper 150 Folio No’s with Numbering of calico and marble binding as per sample full scape size	1 Pad Each pad 100 sheets		
18	Supply of From registers by using Green ledger paper 200 Folio numbers with numbering half calico and marble binding by size 22 X 32 cms as per samples	1 Reg		
19	Supply of To registers by using Green ledger paper 200 polio numbers with numbering half calico and marble binding by size 22 X 32 cms as per samples	1 Reg		
20	Supply of Thick Cardboard files with centre pasted in calico cloth and top up High light with different colors as per samples	1 No		
21	Supply of Out Patient Register by using 80 GSM White Maplitho paper 200 polio numbers with numbering half calico and marble binding by size 22 X 33 cms as per samples	1 Reg		
22	Supply of New ANC registers by using Green ledger paper 200 Folio numbers with numbering half calico and marble binding by size 22 X 32 cms	1 Reg		

	as per samples			
23	Supply of Outpatient slip pads by using 80 GSM White paper both side printing size 12 X 19 cms with wrapper binding as per samples	1 Pad Each pad 100 sheets		
24	Supply of Death report forms by using Green ledger paper both side printing full scape size as per samples with wrapper binding.	1 Pad Each pad 100 sheets		
25	Supply of 4A Death Medical Forms using White 80 GSM Maplitho Paper with both side Printing, wrapper binding by size 22 X 28 cms as per samples	1 Pad Each pad 100 sheets		
26	Supply of OPD Registration Books by using 80 GSM white Maplitho Paper with numbering 24 pages cover page with lamination 21 X 14 Cms size as per sample	1 Book		
27	Supply of MB Books by using Green Ledger paper 100 Folio numbers with numbering half calico and marble binding size half Polio as per samples	1 Book		
28	Supply of Burial Ground (BG) Report Books by using 80 GSM white Maplitho Paper with numbering 1+3 pages in triplicate with perforation with pining and numbering both side printing and wrapper binding size 50 X 18 Cms as per sample	1 Book		
29	Supply of PK's Muster Books by using 80 GSM white paper, inner pages 15 cut sheets in each side Cover Page Thick art Board size 21 X 30 Cms as per sample	1 Book		
30	Supply of EL Forms by using 80 GSM white paper, both side printing and wrapper binding Full scape size, as per sample	1 Pad Each pad 100 sheets		
31	Supply of School Attendance Registers by using using Green ledger paper full scape size with cardboard binding 100 folio No's As per sample	1 Reg		
32	Supply of Office File Boards by using 40 ounce straw board 1 meter length 1 inch width cotton tape tying flap should be pasted long cotton cloth on the back side with print BBMP	1 No		
33	Supply of Hospital OP Register by using Green Ledger paper 200 folio numbers with numbering half calico and marble binding by size 22 X 32 cms as per samples	1 Reg		
34	Supply of Small envelop covers by 80 GSM white paper size 4 X 3 with print BBMP as per sample	1 No		
35	Supply of B' Khatha Extract Forms by using green ledger paper 1+1 in duplicate with numbering and wrapper binding as per sample	1 Pad Each pad 100 sheets		
36	Supply of RD117 Forms by using 80 GSM white Maplitho Paper with wrapper binding Full scape as per sample	1 Pad Each pad 100 sheets		
37	Supply of petty cash Register by using 80 GSM Green ledger paper 200 polio numbers with	1 Reg		

	numbering half calico and marble binding by size 22 X 33 cms as per samples			
38	Supply of Revenue Appeal Facing Sheets by using green ledger paper with with wrapper binding Full scape as per sample	1 Pad Each pad 100 sheets		

1. Technical Bids will be opened on the website https://kppp.karnataka.gov.in in the office of the Special Commissioner (Admin) on 12/03/2024 at 5.10 PM.
2. Opening of Financial bid on 14/03/2024 if possible or Financial bid dated will be announced to the firm which will be selected Technical bid process.
3. Aspiring Bidders/Contractors who have not registered in e-procurement should register before participating through the website https://kppp.karnataka.gov.in
4. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with bid.
5. All the required information required for Bids must be filled and submit online.
6. For details, registration and e-payment visit GOK e-Procurement website https://kppp.karnataka.gov.in or contact e-Procurement Helpdesk at 080-22371090, 22373788
7. This tender notice can also be seen on the BBMP website www.bbmp.gov.in

Sd/-
Deputy Commissioner (ADMIN)
Bruhat Bangalore Mahanagara Palike

TERMS AND CONDITIONS:

1. The tenderer should pay a sum of Rs 1,00,000.00 (One Lakhs only) as EMD as per e-portal.

2. The tenderer shall provide Company's latest month I.T returns filed for the year 2022-23 And copy of I.T returns filed for the preceding three financial years.

3. GST Registration Certificate is compulsory.

4. The bidder firm shall have a turn over of Rs. 1.00/-Crore and above.

5. The bidder firm shall have experienced of similar works. Copies of works experiences supply orders etc. carried out to the Govt. Department should be up loaded.

6. All relevant documents should be scanned and uploaded in the tender.

7. The tenderer should quote net rates in tender form only including GST, materials should be delivered to the Revenue office record cum store Austin Town Girls high School Compound, ORC Road Bangalore-47, free of cost.

8. The successful tenderer should execute an agreement immediately on a stamp paper of the Value of Rs. 500/- agreeing to abide by the terms and conditions failing which the tender will be rejected and EMD will be forfeited.

9. Right to accept or reject any tender or tenderers without assigning any reason what so ever shall vest with the Commissioner, BBMP, Bangalore

10. The tenderer should also get approval for the samples from the Revenue office record cum store Austin Town, Corporation Girls School Compound, ORC Road Bangalore, before commencement of printing work.

11. The security deposit / EMD paid by the successful tenderer will be refunded only after the completion of one year.

12. The tenderer should have their printing press at BBMP limits only.

13. Conditional tenders will be rejected.

14. Only tenderers who have done similar nature of work earlier can apply with copy of relevant order

15. Supply order will be issued as per our requirements for the period of one year commencing from the date of supply order, Tender agreement the tenderer should also supply any addition requirements during this period at the rate quoted each materials in the tender in case tendered fails to supply additional quantity required EMD will be forfeited and action will be taken for breach of contract.

16. Payment will be made subject to the quality approved by the Additional Commissioner (Admn) BBMP, Banglaore

17. Supply of material would be done in one installment and the details of delivery schedule would be worked out with the successful bidder and presented to Revenue Officer, Record cum stores Section, Corporation Junior College Compound, Austin Town, Bangalore-47.

18. Delivery shall be 20 to 30 days from the date of approval of Sample copy for delay in supply penalties as indicated below would be sanctioned.

Sl.No	Penalty period	Penalty levied
1	For the First week of delay after 30 days from the date order	For delay 2% if the cost of the Item
2	For the Second week of delay after 30 days from the date order	3% if the cost of the Item
3	For the Third week of delay after 30 days from the date order	4% if the cost of the Item

19. Vendors quoting but not supplying the Materials with specified specifications misrepresenting facts supplying sub standard products, will attract disqualification and would be black listed and the EMD amount shall be forfeited by BBMP.

20. Tenderer those who are interested to participate in this tender submission of the tender a sample of papers & Boards should be submitted to the Revenue Officer, Record cum stores Section, Corporation Junior College Compound, Austin Town, Bangalore-47 on or before 07/03/2024 sample who are not submitted in the prescribed dates tender will be disqualified.

21. Aspiring bidders/Contractors will be enabled after registering

22. Any other details regarding other information can be obtained from the above office during office hours.

Sd/-
Deputy Commissioner (ADMN)
Bruhat Bangalore Mahanagara Palike